MID-ATLANTIC ARCHIVIST

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We Grow 'em Big in Jersey!

- *It's Revolutionary! Spring Meeting in Trenton*
- *MARAC Constitution Amendment Results*
- *The Modern Archives Institute Experience*

From the Chair

To borrow (liberally) a line from Tennyson, "in the spring a young archivist's fancy lightly turns to thoughts of . . . ***Trenton!***" Yes, MARAC is heading to the city that earned the slogan *"Trenton Makes—The World Takes."* The Program Committee, co-chaired by Gary Saretzky and Alex Magoun, and the Local Arrangements Committee, co-chaired by Ben Primer and Karl Niederer, have put together a terrific conference centering on the theme ***Revolutions in Archives.***

One revolutionary change marking this conference involves the preliminary program. For this meeting, members will receive a postcard in the mail directing them to a web site where they can find and download conference information, instead of the traditional printed preliminary program. The postcard will include a phone number to call to receive a copy of the preliminary program for those members who do not have access to the internet.

So keep an eye out on the mail, and if you haven't received your postcard, go MARAC's web site at: www.marac.info/spring2003a.htm to access the conference program, or telephone Ben Primer at (609) 258-5049. We are trying this approach as a creative experiment in cost savings. The publication and mailing of the preliminary programs are one of the largest expenses for MARAC meetings, and the results of this experiment will be closely evaluated.

This is my last column as Chair, as my term ends after the Spring meeting. I would like to express my heartfelt thanks to all those officers and committee members I have worked with during the past two years. My experience has reinforced the belief that MARAC is a special fellowship, suffused with dedicated professionals who bear a passion and energy for archives leavened with a touch of good nature and humor.

For those of you considering becoming more involved, I urge you to join a committee or run for an office. As you may have noticed, our most recent election suffered from an incomplete slate of candidates. There were some extenuating circumstances which made this election cycle unique, but it does demonstrate the need for active involvement by our members.

So, please let your caucus representative know if you are interested in becoming an active member, and we will get you involved. In addition to the good fellowship, one can learn and accrue professional skills by serving on committees that produce and manage budgets and/or programs, and this is experience valued by employers. Beyond the career-building, however, you'll be impressed with the colleagues you meet. You won't be disappointed.

Jeff Flannery
jfla@loc.gov

Welcome New Members!

Deborah H. Armentrout, CRM — *National Archives & Records Administration*

Barbara Anne Beaucar — *The Barnes Foundation*

Michael J. Brodhead — *U.S. Army Corps of Engineers*

Nancy W. Dyer — *National Association of Watch & Clock Collectors*

Martha A. Foley — *American Bible Society*

Beth Jaffe — *Rockefeller Archive Center*

Kathryn Kauhl — *Essex County Parks Department*

Seth M. Kromemer — *Howard University*

Susan Swiatosz

Alycia J. Vivona — *Franklin D. Roosevelt Library*

Nora Yeh — *Library of Congress*

CALL FOR PROPOSALS

The Mid-Atlantic Regional Archives Conference (MARAC) is currently reviewing its existing services contract, and at the same time seeking proposals from association management firms to handle a number of its administrative responsibilities. These responsibilities fall into the general categories of membership (including the membership database), some finance work, and conferences. For more information, please contact **Jeffrey M. Flannery, MARAC Chair, at 202-707-5387 or jfla@loc.gov.**

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Cover image:
Exemplifying a favorite saying from the Garden State, "Miss Blueberry" promotes the sale of New Jersey blueberries at Altman's Department Store, July 1952. Department of Agriculture Collection, New Jersey State Archives.

Steering Committee Summary—Winter 2003

January 24, 2003, Langsdale Library, University Of Baltimore, Baltimore, MD.

The meeting was called to order at 11:28 a.m.

The minutes for the Fall 2002 meeting were approved.

CHAIR

Chair Jeff Flannery reported on his conversation with Gary Natriello, Interim Director of Teachers College Milbank Memorial Library (TCMML), about TCMML's dismissal of their professional archival staff. Natriello is charged with raising funds and renovating the library and said that he was looking for models that integrated the special collections with the academic mission and would welcome our assistance with this search. It does not appear that they are going to reinstitute the library's special collections department, or rehire professional archivists. A suggestion was made that New Jersey's CAPES program could provide a professional assessment of the TCMML's collections.

The letter sent to the board of trustees of Frederick County Libraries on behalf of MARAC, stating that the policies for use of Maryland Room materials were in keeping with professional standards concerning the use of primary materials, had positive results.

ADMINISTRATOR

Current membership is 922: 840 Regular, 51 Retired, 21 Student, and 10 who still reside in the Student/Retired category. State Caucus memberships are as follows: DC-167; DE-28; MD-141; NJ-117; NY-229; PA-174; VA-124; WV-10. Note that as some members belong to more than one caucus, total membership and state caucus numbers will not be equal.

AD HOC COMMITTEE FOR ADMINISTRATIVE SERVICES

When MARAC voted to renew its contract with Kimball & Associates at the Fall 2002 meeting, we were granted a three-month extension by K&A, providing the Steering Committee (SC) votes to accept the contract extension. Our contract was scheduled to expire on June 30, 2003, but will now expire on September 30, 2003. The increase in out-of-pocket fees is in place until the present contract expires. The expiration of the K&A contract coincides with the end of MARAC's fiscal year.

Discussion about the contract extension included the lack of response from K&A to the question of how out-of-pocket expenses are determined. The Committee recommends asking again for an itemization of the out-of-pocket fees before the contract comes up for renewal again. The Committee wants to know by July 1 of any proposed changes to the contract. Those can be brought to the SC in the summer of 2003. We were charged retrospective fees last time the contract was negotiated, and we do not want any charges to be incurred with the next contract renewal.

A recommendation was made to extend the K&A contract for three months (until September 30, 2003), with language written in asking for: 1) clarification of how out-of-pocket fees are determined and 2) 90 days notice prior to end of contract date from K&A of any changes in contract. The motion was passed.

The pursuit of another individual or management organization was discussed, but was determined that this would be the purview of the Ad Hoc Committee for Administrative Services, who would solicit bids. Jeff Flannery will place an ad in the next issue of MAA soliciting bids from any interested parties.

VICE CHAIR AND MEETINGS COORDINATING COMMITTEE (MCC)

Vice Chair Margaret Jerrido reported that the Development Committee has been working with the members of the teams planning the Trenton Spring 2003 meeting coordinating with vendors/exhibitors. Gettysburg meeting planners should be receiving instructions and information from the Development Committee soon after the Trenton meeting.

Program editor Cheryl Stadel-Bevans has been working closely with Trenton organizers and Communications By Design (CBD)to produce the conference program. The program will only be available to registered conference attendees when they check in at the registration desk. A postcard, containing pertinent and eye-catching information, will be mailed soon to all members.

Margaret reminds the Local Arrangement and Program Committees for the Gettysburg and Pittsburgh meetings that it has become the "norm" to set-up listserves for these committees. In addition to adding all the committee members, please include the Chair, Vice-Chair, Treasurer, Program Editor, and chairs of each other's committees.

The Towson meeting (Spring 2002) LAC is still working on their report, but it should be completed within a few weeks.

The Poughkeepsie (Fall 2002) Program Committee has submitted their report and it provided some insight into the logistics of a joint meeting. In summary, attendees rated the conference positively; most found the sessions interesting, although a bit too basic. Most enjoyed having the opportunity to meet colleagues and hear speakers from another region.

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The biggest complaints were the lack of Internet connections and other technical problems. The hotel invoice has been paid and LAC will be finalizing their report soon. Catherine Payson provided preliminary registration numbers and at first glance it looks like there were a total of 325 (MARAC and NEA) registrations.

The Trenton meeting (April 24–26, 2003) will be held at the new Lafayette Yard Marriott Conference Hotel. Ben Primer and Karl Niederer are the LAC Co-Chairs and Gary Saretzky and Alex Magoun are the Program Committee Co-Chairs. The program theme, "Revolutions in Archives," fits very well with the most of the 21 sessions. Tours of the ReCAP facility, Lindbergh House and Museum, and Rare Books & Special Collections at Princeton University will be offered, and the reception will be held at the New Jersey State House. Ian Burrow, Vice President of Hunter Research, Inc., Historical Resource Consultants, will be the plenary speaker and Marc E. Mappen, Executive Director of the New Jersey Historical Commission, will be the luncheon speaker.

We will be meeting in Gettysburg Oct. 29–Nov. 1, 2003, and will be staying at the Gettysburg Hotel located in the heart of Gettysburg's historic district. The hotel has only a limited number of rooms but has committed to blocking 30 additional rooms at nearby hotels with the same or lesser rates. We are committed to filling 155 rooms. The meeting room facility charge if we meet our block is $500, which appears to be a reasonable fee. Christine Amadure and Pam Whitenack are LAC Co-Chairs and Jim Gerencser and Karen Drickamer are the Program Co-Chairs. Chris Amadure and Rebecca Fitzgerald will be responsible for the slide show and Dave Hedrick is working on a budget that will be presented in Trenton. Both committees have met and are looking at tour and reception sites, seeking out plenary and luncheon speakers, and have chosen "Turning Points" as their program theme. Cheryl Stedal-Bevans was instrumental in setting up a listserve and has provided a schedule for getting items to her for the printed program. The package for Gettysburg exhibitors/vendors will be given out at the Trenton meeting.

Kristine Kaske and Laura Drake are the LAC Co-Chairs and Kathleen Stewart Jordan is the PC Co-Chair for the Spring 2004 meeting in Arlington, VA. A site visit to the Key Bridge Marriott in Arlington, VA, in February has been set up. The hotel is easily accessible from any direction and to all modes of transportation. If we fill all our rooms there will be no facility fees. Possible conference dates are April 21–25,

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2004. LAC is looking at Mount Vernon for a reception site. The PC is looking for committee members.

Arlington is asking for a room commitment of 290 rooms; we must negotiate that figure down. It was suggested that hotel information could be put on Web to help us meet new demand for hotels wanting to get far out room booking dates. Providing this information sooner should work if we find that the electronic version of program works. It is hoped that Ben Primer is tracking all facets of the e-program experiment for others to follow.

The Fall 2004 meeting will be held in Pittsburgh, PA, at the Omni William Penn Hotel, Sept. 29–Oct. 3. Room rate is $128.00 for single or double and we are committed to filling 200 rooms. LAC Co-Chair duties will be spread among Debbie Rougeux, Ed Galloway, and Marianne Kasica. Program Committee Co-Chairs are Valerie Metzler and Sue Hamburger.

Possible future conference sites include: Spring 2005 in DC or Delaware, Spring 2006 in Harper's Ferry, Fall 2006 as a possible joint meeting with MAC, held at a large site like Philadelphia, New York City, or Atlantic City.

TREASURER AND FINANCE COMMITTEE

First Quarter income came from dues, publication sales, bank interest, Fall 2002 conference income, and contributions. Expenses included K&A management fees, state caucus events associated with Archives Week, publication of the MAA, opening of the Investment account, scholarship and awards, and Fall 2002 conference costs.

The preliminary financial information from Poughkeepsie is promising. Treasurer John LeGloahec is awaiting some additional information from Catherine Payson and the LAC before compiling a final financial report. Roughly, MARAC's share of the profit for the Poughkeepsie meeting will be $8000.

A check has been forwarded to Jerry Cannizzaro, and subsequently to the Vanguard Group, to open the Investment account for MARAC.

MARAC needs someone in the state of Delaware to serve as a resident agent and receive and mail the Annual Franchise Tax Report. MARAC is incorporated in Delaware.

The Finance Committee is currently in need of one member, and after the Trenton meeting will have a second vacancy.

Raising conference fees for Arlington was discussed, since it will be a popular conference and people will attend even if the fee is raised. The registration fee is a SC decision and registration fee information must be included in the meeting budget submitted to the SC. It is felt that there is probably no need to raise registration fees, since we are now making money with the current fees and people are attending meetings.

ARCHIVIST

This quarter has been a busy one in terms of new accessions from various former or current officers. Archivist Lauren Brown would like to single out Danna Bell-Russel for her assistance in making arrangements to transfer several sets of important MARAC files earlier this month.

Our processing work in the Archives has continued, but at a slower pace than anticipated, due to other department priorities. However, the Archivist hopes to provide the organization with an updated finding aid later this year.

Thanks to the cooperation of the LAC in New York, we were able to place a one-page capsule history of MARAC (with the first edition of our newsletter on the verso) in registration packets at the Poughkeepsie meeting. The Fall 2002 meeting marked the 30th anniversary for MARAC. Archivist Lauren Brown assisted with the preparation of award certificates for that meeting, and more recently assisted Jeff Flannery (along with Kristine Kaske) in counting the ballots for the recent MARAC constitutional revision referendum regarding frequency of meetings for MARAC.

COMMITTEES

Education

The workshops for the Fall 2002 meeting in Poughkeepsie all came off as planned and were well received. Special kudos to Teresa Mora, who was the MARAC lead.

With Bob Sink serving as point person, the Education Committee will offer three workshops in Trenton: 1) Great Exhibits On Tight Budgets, by Nancy Cricco, University Archivist at NYU; 2) Developing a Preservation Needs Assessment Report, by a program officer from Philadelphia's Conservation Center for Art and Historic Artifacts; 3) MARC & EAD: In Theory and Practice, by Tom Frusciano, University Archivist at Rutgers.

Michael Lear of Franklin and Marshall College will attend the Modern Archives Institute that begins next Monday on a MARAC scholarship. [*See Michael's report on his MAI experience elsewhere in this issue –ed.*]

Nominations and Elections

No report was submitted. In lieu of a report, there was discussion concerning the ballot and deadlines. The ballot must go out 60 days before the spring meeting. The mailing deadline, therefore, is February 21. It is believed that most candidates have been lined up, but that perception has not been confirmed. It was noted that both the Chair and the Vice Chair are up for election.

Outreach

Outreach Committee Chair Jennie

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Guilbaud introduced the new (and old) members of the Committee to the SC: Amy Schindler, M.E. Grenander Department of Special Collections and Archives, University at Albany, SUNY; Jeff Flannery (MARAC Chair), Library of Congress; Dorothy Dougherty, National Archives and Records Administration; Sarena Delgin, Delaware Art Museum; Jennie Diaz Guilbaud (MARAC At-Large), National Archives and Records Administration.

The Committee recommends making Archives Week the week of Columbus Day weekend. Right now, MARAC's Archives Week states the 2nd week of October. Reasons for this suggestion include: 1) to clearly identify the proper week in the month, 2) to have Archives Week associated with a history-based holiday, and 3) to allow the public to attend Archives Week functions on Columbus Day without having to take leave (if the repositories are open on that day).

Recommendation was approved by the SC.

The next Archives Week will be October 12–18, 2003.

The recommendations for Service Awards are: Brian Keough, Co-Chair LAC, Fall 2002; Christine Crawford-Oppenheimer, NEA Co-Chair LAC, Fall 2002; Alison Oswald, Co-Chair Program Committee, Fall 2002; Barbara Austin, NEA Co-Chair Program Committee, Fall 2002; Rebecca Johnson-Melvin, Program Editor; Susan Aprill, *Mid-Atlantic Archivist* Editor.

The Committee members are in the process of creating a list of possible Archives Week themes that we hope to have in place in February.

Amy Schindler is the Committee's point-of-contact with the New England Archivists Outreach Committee investigating the potential of MARAC developing a preservation traveling exhibit and teaching aid and related costs. She will be in contact with NEA and a group of Rochester archivists who are looking for guidance in developing their own traveling exhibit.

Dorothy Dougherty will be the keeper of the Service Award List once Jennie updates it.

Development

The Development Committee (DC) has gone forward with MARAC's first investment initiative, and submitted the paperwork to the Treasurer to make an investment with the Vanguard Federal Short Term Fund. This investment is for $15,000. As discussed, the fund has a good earnings track record, which we hope will continue.

The vendors' mailing list was updated from information received after the fall mailing, and the Trenton LAC has copies of both a mailing and a contact list. Updating this list is an ongoing proposition and will be done after each mailing.

The Committee is working on advertising with the *Mid-Atlantic Archivist.* This includes pricing for advertising in the *MAA*, and promotional mailings to potential advertisers. The Committee is using the fees from the Meetings Coordinating Committee Guide as a point of reference for what the *MAA* should be charging for ads.

We also are continuing to look for ways to provide a little more visibility for the DC, hoping that will bring in more funding. At our last meeting in Poughkeepsie we discussed the possibility of a drawing in Trenton. We have since learned that lotteries, gambling, etc. in New Jersey requires much filing of applications with the state. We have also written an article to explain the DC to the membership, which will be appearing in the next issue of the *MAA. [See the Winter 2003 MAA issue –ed.]*

DC Chair Jim Byers should be a member of all meetings' listserves. The information on exhibit liaison will be added to MARAC manual.

Membership

Membership Committee (MC) Chair Mike Knies reported that 1000 membership brochures are being printed. As there are some grammatical problems with the current printings, it was agreed that the defective copies would be recycled and not mailed.

The Committee is planning to do a direct mailing to smaller historical organizations and has assembled a few lists.

The Committee is also beginning to discuss questions for next year's member survey to gauge reactions to the new conference registration method. We are limited to five questions and would like some input concerning what the SC would like to know.

Welcome letters will be sent to any new members and new member lists will be sent to caucus chairs as soon as Mike receives such data from Catherine Payson.

The status of the MARAC directory and the responsibility for doing it were discussed. The MC did it last time, under the direction of then-Chair Lisa Mangiafico, and it was decided that it is, indeed, the responsibility of the MC to put it together. While the Publications Committee (PC) has it in their budget, they have no responsibility for creating the directory. Budgeting procedures have just been carried over from previous administrations.

It was ascertained that there is money in the current PC budget for a directory ($3,000 including mailing). Information on members is already in the membership database and is up-to-date. The MC, under the direction of Mike Knies, will take responsibility for creating a new directory. The new directory is needed soon after Trenton meeting, and before next dues renewal (June 1). All information must be in to Mike Knies before May 1.

Arline Custer Memberial Award

Custer Award Chair Marisa Bourgoin reported that the Committee is inactive at this point; they will be more

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It's Revolutionary!

MARAC Spring Meeting, Trenton, New Jersey

MARAC's spring meeting in Trenton, April 24–26, promises "Revolutions in Archives," and everything from the on-line program to the session titles is designed to suggest the changes that the two committees planning this conference want to emphasize.

Panoramic view of the Delaware River waterfront at Trenton, 1912. Courtesy of New Jersey State Archives.

Already, each member has received the collectible four-color post card and several e-mails about the on-line program. MARAC members are busy downloading Adobe Acrobat to look at this multihued miracle of the digital revolution. In addition, never before has a Local Arrangements Committee delivered such wonderful news as the precipitous price drop ($25) in the hotel rate from $129 to $104. Talk about revolutionary!

As befitting Trenton's storied history, the Program Committee has organized a set of twenty-one sessions centering on the theme, "Revolutions in Archives." Whatever the size or nature of our organizations, all archivists contend with the challenges, chances, and changes inherent in the global and cultural conversions to digitally inputted, edited, transmitted, and displayed information. We all face new opportunities and challenges in documenting recent events, processing public papers, staffing our archives, and educating our young and our public on history and the need to preserve it. We all hold in our collections the documents demonstrating change over time—sometimes revolutionary, sometimes evolutionary—in politics, race, gender, sports, science, housing, religion, and photography. Sessions deal with these topics, as well as changing archival practices with regard to oral history, digital applications, ownership of public records, reference services, use of volunteers, security, and outreach programs. In addition, several programs feature historians and teachers explaining innovative uses of archival records. In Trenton, you can look forward to stimulating sessions on the changes in the big archival picture and the devils in the digital and historical details.

In addition to the program, three workshops will be available to members on Thursday. Two last all day: "Great Exhibits on Tight Budgets," led by Nancy Cricco of New York University, and "MARC and EAD: In Theory and Practice," taught by Tom Frusciano of Rutgers University. The third workshop, "Developing a Preservation Needs Assessment," will be taught on Thursday afternoon by a program officer from the Conservation Center for Art and Historic Artifacts.

Eight tour choices will be available to members including visits to regional, cultural, and archival facilities: the David Library, the New Jersey State Archives, and the Princeton

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"Trenton Makes, the World Takes" bridge during the August 1955 flood of the Delaware River. Courtesy of New Jersey State Archives.

TRENTON FROM PAGE 6

New Jersey gubernatorial campaign photograph of Woodrow Wilson and family, 1910. Courtesy of Princeton University Libraries.

University Library; the regional book and manuscripts storage facility operated jointly by the New York Public Library, Columbia University and Princeton University; the Charles Lindbergh House and Museum; a Trenton Thunder minor-league baseball game; *La Bohème* at the War Memorial Hall, and a nighttime cemetery tour.

On Thursday night, Albin Wagner has organized the Fourth MARAC film festival. Hot popcorn and cold soda will be available for those who attend this entertaining screening of quirky films from our collections.

On Friday, after the free continental breakfast, members will hear Ian Burrow, Vice President of Hunter Research, Inc., an archaeological research firm, talk about "The Dirt on the Documents."

At the luncheon on Friday, Marc Mappen, executive director of the New Jersey Historical Commission, will argue that "There's More to New Jersey than the Sopranos."

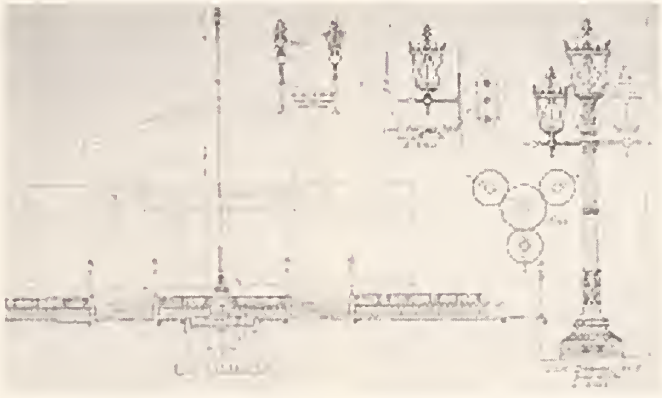
Following the afternoon sessions on Friday, members will walk to the New Jersey State House for a reception. President George W. will attend in person to speak to the assemblage, but this one wears a wig.

Exhibitors will be helping members learn about new products all day on Friday in a portion of the hotel's ballroom. The continental breakfast and all breaks will occur there.

After a night's rest, members will be treated to a buffet breakfast featuring Trenton's inimitable Pork Roll. We would like to tell you what's in it, but it's an experience best enjoyed without the list of ingredients. As usual, the semi-annual business meeting of MARAC will follow.

As always, the Hospitality Suite will be up and running on Thursday and Friday evenings, should you not be at the Film Festival, the baseball game, the opera, or running around a Trenton cemetery. Kristine Marconi McGee has obtained liquid donations from local microbreweries for the two evenings.

We also plan to make sure you have directions for getting home from Trenton, only slightly more challenging than getting to the hotel. Do join us for a revolutionary weekend.



Front elevation and lamp post detail, War Memorial Building, Trenton, 1928. Courtesy of New Jersey State Archives.

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active in the next part of the year. One candidate has already been received.

Finding Aids Awards

Finding Aids Awards Committee (FAAC) Chair Brian Keough reported that the submission deadline for the 2002 Finding Aids Awards is March 6, 2003. So far, the committee has received two submissions.

The Finding Aids Committee will meet on Monday, March 10, 2003 at Rutgers University to decide the 2002 award winners.

Brian will be leaving the FAAC after the Trenton meeting.

Publications

Publications Committee (PC) Chair Jim Quigle reports that he has been exploring ways in which the PC can operate more effectively and efficiently, including: canvassing our membership to identify relevant issues suitable for MARAC publications; the recruitment and selection of qualified authors; targeting experts and specialists to review manuscripts; implementing clearly defined procedures for the timely and fair review of manuscripts-including adherence to established deadlines from submission to publication. Jim is currently drafting the proposed reforms for discussion among our Committee members with the hope that we can adopt the procedures by the spring meeting in Trenton. A key proposal involves the implementation of two submission and review cycles per annum, so that new publications can be sold and distributed in time for our biannual conferences. There will also be a clearly defined procedure for handling authors' revisions before final acceptance for publication.

The PC will have two vacancies coinciding with the 2003 Spring Conference. The PC feels it would benefit by adopting guidelines for the recruitment and selection of qualified candidates.

The PC will also need to fill the post of Technical Leaflets (TL) Editor, as Frank Serene will be officially stepping down in April after the spring conference. The PC and MARAC wish to acknowledge Frank's devoted service as the TL Editor. The PC is currently discussing proposals to reassess and define the responsibilities of this position, possibly combining the responsibilities of TL and Publications Sales in one position.

The PC plans to add two technical leaflets to our Publications List this upcoming year: Sue Kellerman's "Planning Digital Projects," and Susan Hamburger's "Arranging and Caring for Architectural Records and Collections."

The winter issue of the *Mid-Atlantic Archivist* will be distributed on schedule. Thanks to the hard work of our *MAA* Editor, Katy Rawdon-Faucett, and Associate Editor, Susan Hamson, we have finally achieved our budget target this year of $3,000 to $3,200 per issue. This has been no small accomplishment as un-anticipated labor costs, uncollected advertising revenue, and late editing changes, allowed the cost of production to rise during the past year.

In response to suggestions voiced by the SC and membership, the PC and MARAC Webmaster, Susan Hamburger, have coordinated efforts to provide a more thorough and systematic review of the MARAC Web site to update content and information, and make corrections where needed. Sue has been very responsive and quick to correct inaccurate information and review the placement and formatting of information and links to facilitate access.

Members of the PC have discussed proposals and ideas to generate interesting and sales of various MARAC publications, including printing short abstracts of featured technical leaflets in future issues of the MAA to spike interest; encouraging workshop presenters to incorporate technical leaflets in their workshop presentations; and approaching other regional archival organizations (MAC) to arrange for the printing of advertisements and abstracts highlighting MARAC publications.

In order to formulate a more effective strategy for gauging new ideas, the PC recommends the inclusion of a Publications Committee Survey Sheet within the next cycle of membership renewal notices.

As an inducement for the recruitment of potential authors for MARAC Publications the PC would like to explore the possibility of budgeting money for modest honorariums ($50.00) to be paid to authors of manuscripts accepted for publication within the prescribed deadline, and meeting the review standards of the PC. Jim wanted to clarify one point in his report regarding the payment of an honorarium: His intention was not to request additional money, as these modest funds are already budgeted within our general PC allocation. He just wanted to highlight our modest honorarium pledge, which materially acknowledges the dedicated work of our MARAC authors.

Quarterly publication sales totaled 11 publications.

NCH (NATIONAL COALITION FOR HISTORY)

The name has changed to the above from the NCCPH (National Coordinating Committee for the Promotion of History). There are two classes of membership; MARAC is non-voting. Bruce Craig is Executive Director.

OLD BUSINESS

The results of the balloting on the proposed amendment to the MARAC constitution are in: There were a total of 521 ballots returned and the amendment was defeated with 305 *NO* votes to 216 *YES* votes. Approximately 58.5% opposed, 41.5% in favor, with approximately 50% of the members voting. Thanks to Jeff Flannery, Kristine Kaske, and Lauren Brown, who ably counted the ballots.

The meeting was adjourned at 2:31 p.m.

State and Local News

Delaware

Hagley Museum and Library
"A Separate Place: The Schools that P.S. du Pont Built," an hour-long documentary film, premiered during February 2003, Black History Month. The film tells the story of efforts by African Americans to obtain quality education during the 1920s when the state of Delaware mandated racial segregation in its schools, focusing on the 89 schools built by P.S. du Pont and explaining how they became centers for black education and pride. Archival collections at Hagley, including photographs, architectural plans, and letters from schoolchildren thanking du Pont were instrumental in producing the film. Collections from the Historical Society of Delaware, the State Archives, Howard High School, and the National Archives were also used.

University of Delaware
The University of Delaware Library has received a grant from the Friends of the Center for History of Physics of the American Institute of Physics to assist with the processing of the papers of Karl Wolfgang Böer, housed in the Special Collections Department. The papers, nearly 130 linear feet, document the career of Böer, Distinguished Professor Emeritus of Physics and Solar Energy. A pioneer in research on solar cells, solar energy systems, and solid-state physics, Böer came from the German Academie der Wissenshaften in Berlin to the University of Delaware in 1962. In 1973, he founded and directed the Institute of Energy Conversion at the University, which is the oldest solar electricity laboratory. Under his guidance, "Solar One," the nation's first all-solar house, was built at the University to investigate and promote the residential application of emerging solar technologies. Böer then founded and directed Solar Energy Systems, the world's first company to manufacture solar panels based on newly developed thin-film solar cells. Böer's involvement for three decades in the research, development, and commercialization of what is currently a multi-billion dollar worldwide industry gives his papers unique research value. They are notable not only for documentation of his specialties in solar energy and condensed matter physics, but also for documentation of the process of research through international engagement of academia, government, and industry.

Historical Society of Delaware
The society recently began providing information on the history of women in Delaware on its web site (www.hsd.org). This glimpse into these rich collections includes a bibliography and material on Delaware suffragists.

Winterthur Library
Winterthur celebrated the end of a two-year grant funded project to house and describe the Maxine Waldron Collection, an assemblage of paper artifacts associated with childhood, including paper dolls, board games, books, toy soldiers, and other items. The entire collection of hundreds of items plus Mrs. Waldron's archives were rehoused, a detailed finding aid using Access was prepared, an article appeared in *Winterthur Magazine*, and Winterthur's web site now offers an online exhibit of the collection. Visit www.winterthur.org/about/maxine.asp for more information.

Delaware Public Archives
To celebrate Black History Month, the Delaware Public Archives offered a free 40-minute workshop focusing on its African American resources on Saturday, February 22. The program focused on such materials as Delaware laws, census records, tax assessments, vital statistics, and other important historical resources.

Caucus Representative
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D.C.

The DC Caucus enjoyed a tour of the Moorland Spingarn Research Center at Howard University on Thursday, February 27, 2003, including a visit to the archives, manuscripts, and library divisions of the Research Center and a tour of the Howard University Museum.

Janice Goldblum, of the National Academy of Science Archives, has invited the DC Caucus for a tour the National Academy of Sciences (NAS) Building in Foggy Bottom. Janice and Daniel Barbiero will give us a tour of the landmark building, including the archives gallery and reading room. Weather allowing, we will also tour the grounds, including the Albert Einstein Sculpture. The Academy's headquarters building was dedicated in April 1924, and wings were added in 1962, 1965, and 1970. The last addition to the building and grounds was the Einstein Sculpture, dedicated in 1979, during the Einstein centennial year. The Archives staff supports building history activities through tours and other outreach activities in addition to collecting building records, photographs, blueprints, and publications.

NARA
Archivist of the United States John W. Carlin has announced that President George W. Bush has proposed a Fiscal Year 2004 budget of $304,563,000, that "would enable the National Archives to continue building the Electronic Records Archives and to make progress on other key initiatives in our Strategic Plan." The Electronic Records Archives system will be a comprehensive, systematic, and dynamic means for preserving virtually any kind of electronic record, free from dependence on any specific hardware or software and will make it possible for Federal agencies to transfer any type or format of electronic record to the National Archives.

The budget includes $1,338,000 to enhance existing electronic records systems so that ERA can preserve six types of new record formats and

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process higher volumes of electronic records. This funding also will be used for enhancements to the Archival Research Catalog (ARC), the online catalog of the National Archives' nationwide holdings. An additional $300,000 is earmarked for electronic records research partnerships. And the final $620,000 of the electronic records funding will be used to help transform the way the National Archives manage Government records.

As part of the National Archives Records Management Initiatives, new training and certification programs for records management professionals are being developed. This funding will allow the National Archives to develop online records management training and guidance and a training and certification program for contractors who offer technical assistance in records management.

To address storage and preservation needs of growing quantities of records, the President's budget includes funding to furnish the new Southeast Regional Archives, move 110,000 cubic feet of archival records into the new facility, and begin operations at the new building in suburban Atlanta. The Military Personnel Records Center (MPRC) in St. Louis, which stores about two million cubic feet of military service files and related records, does not meet NARA standards for archival or records center storage. This funding includes $500,000 for a requirements study for a facility to replace MPRC and $500,000 and four new staff positions to plan the move of the records to a new location.

To improve the National Archives' information technology infrastructure, the President's budget includes an increase of $2,281,000 and four staff positions to support on-going technical operations and upgrade disaster recovery plans.

The President's budget also includes $5,000,000 for the National Historical Publications and Records Commission. Finally, the President's budget provides $12,991,000 for increases to the National Archives base operating expenses including funding for employee pay raises, facility rate charges, rent charges, additional records storage needs, increased security costs, and increased systems costs for payroll, personnel, and accounting services.

Library of Congress

The Library of Congress is leading the initiative for the National Digital Information Infrastructure and Preservation Program (NDIIPP), to develop a national infrastructure for the collection and preservation of digital materials. Congress has directed the Library of Congress to lead NDIIPP and the library is working with a broad representation of stakeholders from the federal government as well as the public and private sectors to capture and preserve digital information before it is forever lost. Read more about NDIIPP at www.digitalpreservation.gov.

The Librarian of Congress, James H. Billington, has announced the first annual selection of 50 recordings to the National Recording Registry. Under the terms of the National Recording Preservation Act of 2000, the Librarian is responsible for selecting recordings annually that are at least 10 years old and are "culturally, historically, or aesthetically significant." Nominations for the registry were garnered from members of the public and from the National Recording Preservation Board, which is composed of leaders in the fields of music, recorded sound, and preservation.

Billington announced William Ivey as chairman of the board of directors of the National Recording Preservation Foundation. The Foundation is a charitable and nonprofit corporation created by the Preservation Act to promote and ensure the preservation and public accessibility of the nation's sound recording heritage. The Foundation will accept gifts and administer a grants program to support sound preservation in archives throughout the United States.

The Library of Congress is the nation's oldest federal cultural institution and the world's largest library, with more than 126 million items, including some 2.6 million sound recordings. The collection includes more than 500,000 LPs; 450,000 78-rpm discs; more than 500,000 unpublished discs, 200,000 compact discs; 175,000 tape reels; 150,000 45-rpm discs; and 100,000 cassettes. Among the unusual formats in the collection are wires, instantaneous discs, cylinders, music box discs, rolls, bands, dictabelts, and Memovox discs. The collection includes most musical genres with particular strengths in opera, chamber music, folk, jazz, musical theater, popular, and classical music. There are more than 500,000 radio broadcasts preserved in the Library of Congress—more than any other library or archives in the United States. More information on using this collection, as well as access to an electronic catalog of recordings and digitized selections, visit the Library's web site: www.loc.gov/rr/record/.

The Library of Congress and the Ad Council have launched a new campaign to encourage historical literacy. "It's Fun to Know History" is a series of new public service advertisements (PSAs) designed to encourage adults to learn more about American history by visiting the Library of Congress' web site. Created pro bono by advertising agency DDB Chicago and distributed by The Ad Council, the television and radio ads engage viewers and listeners by highlighting instances in which people incorporate historical facts into comical situations. The Library of Congress' web site features a new monthly magazine called "Wise Guide," an appealing and easy-to-use portal into the vast resources on the Library's web site. The Ad Council and DDB Chicago began working with the Library of Congress on April 24, 2000 to generate awareness of the Library of Congress' family-targeted

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web site:
www.americaslibrary.gov. This site was developed to commemorate the Library's 200th birthday. Recently, the web site's "Meet Amazing Americans" section was chosen for inclusion in the January 19 issue of www.4kids.org. This syndicated feature, published in more than 70 newspapers in the United States and abroad, provides information on high-quality, educational and safe Web sites for kids.

Caucus Representative
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Maryland

If you would like to be on the Maryland Caucus's distribution list please send a message to mannix@fcpl.org. This is a low-volume list with announcements that usually relate directly to the activities of the Caucus, late breaking MARAC news, and on occasion "press releases" from Maryland institutions or job announcements.

In February, the Caucus had a tour of the National Library of Medicine, including a visit will include a guided tour of the exhibit "Dream Anatomy". For further information about this exhibit please see the Library's web site: www.nlm.nih.gov/exhibition/dreamanatomy/index.html.

On April 10th the Caucus will receive a "before they close renovation" tour of the Library of the Maryland Historical Society.

In March the Caucus will be visiting the Maryland State Archives. A highlight of that day will be David Taft Terry speaking briefly on the MSA's Underground Railroad Project.

In May the Caucus will be the guests of the Archives and Manuscripts Department of the University of Maryland, College Park. No doubt a highlight of that day will be the "freight" elevator recently painted by Jennie Levine and Haelim Alle. Jennie is responsible for the "concept" and Haelim is responsible for the beautiful artwork.
In June, to celebrate the one-year anniversary of the reopened C. Burr Artz Central Library, the Caucus will be visiting Frederick. For those who cannot wait to see this lovely new structure, please go to the "Visual Tour" link on the Frederick web site: www.fcpl.org/.

A recent PBS documentary, "Partners of the Heart," part of the *American Experience* series, made great use of archival materials from the collections of the Alan Mason Chesney Medical Archives of The Johns Hopkins Medical Institutions, as well as from other institutions. The story documents the relationship between white surgeon Alfred Blalock and his African American "technician," Vivien Thomas, and how they worked together to develop the procedure for treating "blue babies" in the 1940s. Chris Haley, the deputy director of reference services at the Maryland State Archives, portrays Vivien Thomas. Further information about "Partners of the Heart" can be found on the PBS web site: www.pbs.org/wgbh/amex/partners/. Individuals interested in learning more about the subject should investigate "The Blue Baby Operation" on the Hopkins' web site: www.medicalarchives.jhmi.edu/page1.html.

This past holiday season, the C. Burr Artz Central Library, Frederick County Public Libraries, participated in the Frederick Historic Sites Consortium's yearly "Museums by Candlelight" program. The many festivities of the day included a special exhibit in the Maryland Room of vintage American children's Christmas books and correspondence relating to Gen. Marquis de Lafayette's holiday visit to Frederick; a four member musical group, Morning Star Consort, played a selection of music dating from 950 A.D. to present, with a historic Renaissance lute and 5 other instruments in the library's first floor stairwell rotunda. In addition, Queen Elizabeth I, portrayed by History Alive's Mary Ann Jung, made an hour long appearance in the Library's Community Room and a hand painted Holiday Ornament Workshop was sponsored by Frederick Community College. The Artz Library's children's department held their yearly "Belsnickling" for children ages 3–12, which included mask-making and sing-songs while parading through the streets of Frederick. Further information about the Historic Sites Consortium can be found at www.visitfrederick.org.

Art in the Archives: Painted elevator interior at the Archives and Mauscripts Department of the University of Maryland, College Park, by Jennie Levine and Haelim Alle.

The Maryland Library Association is celebrating Maryland Day with a daylong program "Maryland by the Book: The Old Line State in Fact and Fiction" to be held on March 25, 2003, at the Maryland City at Russett Branch of the Anne Arundel County Public Library. Sponsored by the Public Services Division, the program will include speakers Jeffrey Korman from the Maryland Department of the State Library Resource Center; Francis O'Neill, Maryland Historical Society librarian;

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Dr. R. J. Rockefeller of the Maryland State Archives, Maryland authors John Shields, author of Chesapeake Bay Cookbook, and Wylene Burch, co-author of *Seeking Freedom: A History of the Underground Railroad in Howard County.* Marcia Talley, a mystery writer whose settings are often Annapolis and Baltimore, and Rebecca York, a romance writer, will follow. All four authors will offer copies of their books for sale and participate in a book-signing. In addition, Suzanne Campos of AACPL will offer a session on readers' advisory of Maryland authors.

On February 6, the Columbia Archives celebrated the reopening of their facility at their new location in Columbia's American City Building. The festivities included refreshments, entertainments, and a ribbon cutting. More information about the Columbia Archives, and its parent organization—the Columbia Association—can be found at the organization's web site: www.columbiaassociation.com.

The Maryland Historical Society just published *From Mobtown to Charm City: Papers From the Baltimore History Conference* edited by Jessica Elfenbein, John R. Breihan, and Thomas L. Hollowak. Hollowak is the Department Head of the Langsdale Library Special Collections, University of Baltimore.

The University of Maryland Libraries and the National Agricultural Library have entered into a cooperative agreement to process, preserve, improve access to, and promotes the use of the historically significant materials in the holdings of these two institutions.

The agreement also funds one full-time project archivist, Jennifer Evans, and one graduate assistant, Jill Reilly, at the UM Libraries. The remainder of the financial resources available through this agreement will support staff and student assistants working in Special Collections at NAL. At the UM Libraries, project staff divide their time between four major projects: the development of a joint Web site to raise awareness about the agriculture-related collections housed by NAL and the UM Libraries as well as other sources of information about local and national agriculture; processing and appraising of archival and manuscript collections; improving access and retrieval of photographic images found in the University Archives' photograph collection; and creating a "virtual library" of the books owned by the Calvert family at Riversdale circa 1795–1840.

In order to raise awareness about the cooperative agreement, Jill Reilly designed an exhibit, "Maryland Agriculture," drawing from collections held by University Archives and Historical Manuscripts, such as the Brooke Family diaries, the Maryland State Grange Records, and the Papers of the Shipley Family. Take a minute to stop and learn about pickers' checks, difficulties of transporting milk, and the 1959 Pomona Young Couple of the Year by visiting the online exhibit: www.lib.umd.edu/ARCV/agriculture/agexhibit/index.html.

A small exhibit containing highlights from the Libraries' Papers of the James Bruce Collection will be open to the public on Wednesday, October 30, from 2 to 4 p.m. in the Maryland Room at Hornbake Library. The exhibit is being presented in honor of Ambassador Bruce's daughter, Louise Bruce, who donated and funded the processing of his collection.

James Bruce (1892–1980) spent most of his life in the world of business and banking, working in both New York and Baltimore. Bruce also served as private secretary to his uncle, Thomas Nelson Page, U.S. Ambassador to Italy and he himself served as U.S. Ambassador to Argentina, and subsequently became the director of the Foreign Military Assistance Program, forerunner of NATO, before returning to his career in business in 1950.

Items in the exhibit include letters to Bruce from President Harry Truman, Secretary of Defense James Forrestal, and Argentina President Juan Pern; literature from his 1958 campaign for a U.S. Senate seat from Maryland; and documentation of his distinguished military and diplomatic service.

This exhibit is a collaborative effort combining the fine talents of Graduate Assistant Christine Lutz, Assistant Curator Jennie Levine, and Graduate Assistant Sarah Heim.

The Bruce exhibit is the third activity in the Hornbake Showcase celebrating the Libraries' Special Collections there. The exhibit gallery is open to the public Monday through Friday from 10 a.m. to 5 p.m., and on Saturdays from noon to 5 p.m. For more information on other Showcase programs visit www.lib.umd.edu/HBK/showcase.

In November 2002, Jennie Levine and graduate assistant Sarah Heim completed processing the Papers of Theodore R. McKeldin, former mayor of Baltimore and governor of Maryland. The collection, which had been processed once before in 1985, was enlarged to include subsequent accessions from the McKeldin family and the University of Baltimore. The papers now include copies of nearly every speech given by McKeldin during his long political career, a full set of appointment books from 1943-1974, and twenty linear feet of photographs, arranged primarily chronologically, that document McKeldin's career.

At its meeting on November 20 and 21, the National Historical Publications and Records Commission recommended that the Archivist of the United States make grants totaling $2,935,804 for 40 projects totaling up to $1,330,530; fifteen State Board administrative support grants totaling up to$177,724; five State Board planning, implementation, and regnant proposals and collaborative projects

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totaling up to $498,255; eight grants for electronic records and technologies projects totaling up to $775,614; two non-Founding-Era subvention grants totaling $18,787; and three grants for education projects totaling $134,894. The Commission also recommended the release of previously approved grant funds for the second year of a three-year-electronic records and technologies project.

The Center for History of Physics, American Institute of Physics, is pleased to announce its 2003 Grants to Archives program. The deadline for applications is July 1. The grants—intended to make accessible records, papers, and other primary sources which document the history of modern physics and allied fields (such as astronomy, geophysics, and optics)—may be up to $10,000 each and can be used to cover direct expenses connected with preserving, inventorying, arranging, describing, or cataloging appropriate collections. For information, including links to the grant guidelines and a list of previous awards, check the AIP Web site: http://www.aip.org/history/grntann.htm or call 301-209-3165. Sample proposals are available on request. To apply, send a letter no longer than three pages describing the nature and research significance of the collection(s), the plan of work, and the budget, along with preliminary inventory (if available) and staff vitae by July 1, 2003 to: Joe Anderson, Center for History of Physics, American Institute of Physics, One Physics Ellipse, college Park, MD 20740-3843; fax 301-209-0882; e-mail rja@aip.org. The Friends of the Center for the History of Physics fund the AIP Grants to Archives. The program is offered annually as funds permit.

Linda A. Blaser has been hired as the new National Preservation Program Officer for Regional Records at NARA. Blaser will join NARA Preservation Programs on February 24, 2003. Her primary duties will be to address the broad range of regional records preservation concerns, including preventive preservation, emergency preparedness, and condition assessment. For the last ten years, Blaser has held the post of Senior Book Conservator at the Folger Shakespeare Library in Washington, DC. She may be reached by e-mail: linda.blaser@nara.gov.

Caucus Representative
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New Jersey

New Jersey Caucus News
Plans are underway for the Spring 2003 MARAC Conference in Trenton, April 24–26, 2003. The program has been finalized, speakers arranged and other details are nearing completion stage. [*See article in this issue–ed*].

The Winter/Spring 2003 New Jersey Caucus meeting was held on Thursday, February 20 at Rider University in Lawrenceville. A myriad of topics relating to the New Jersey archival experience were discussed and a tour followed the business portion of the program. University Archivist Lynn Livingston served as host and offered a presentation on the Alan C. Lloyd Collection of Historical Typewriter Materials, along with a talk by Janet Riemer, noted Preservationist who talked about her work with the Louis A. Leslie Collection of Historical Shorthand Materials.

The Caucus has been engaged in compiling a list of archivists, repositories and historical sites to be placed in a working bibliography for reference and outreach among colleagues in the profession. To access the bibliography, point your browser to the Seton Hall University Archives and Special Collections Homepage: library.shu.edu/sc-Repository.htm.

The Caucus Archival Projects Evaluation Service (CAPES) report for July 1–December 2002 was submitted by Program Coordinator Daniel P. Jones in February and included the following summary of completed projects: the Bergen Family Center (George Cooke), the Belleville Public Library (Janette Pardo), the Centenary College Archives and Special Collections (Stephen Dalina), the Kenilworth Historical Society (Kristen St. John), the Navy Lakehurst Historical Society (Gary Saretzky), the Parvin State Park Appreciation Committee (Lisa Mangiafico), the Princeton Public Library (Kristen St. John), the Proprietary House Association (Carla Tobias), and the Women's Club of Red Bank (Fred Pachman).

Archivist Gary Saretzky announced that Archives and History Day at the Monmouth County Library in Manalapan is being planned by the Monmouth County Archives with the cooperation of Caucus members. It will take place on October 18, 2003. In connection with this annual event, two workshops are scheduled for October 15 on the use of primary source materials for historic preservation research and for use in National History Day projects by students.

Rutgers, The State University of New Jersey Special Collections and University Archives Center is currently presenting an exhibition of Lynd Ward's "Vertigo: A Graphic Novel of the Depression." Published in 1937, Ward's Vertigo was one of the first graphic novels produced in the United States and explores his social vision, story telling, wood engraving technique, and artistic accomplishments. The exhibition, with an accompanying digital exhibition, will bring to light some of Vertigo's embedded narratives and emphasize its social and allegorical concerns. The exhibition will run through March 22, 2003.

George Cooke, Director of the Franklin Lakes Public Library, has announced that a collection of essays, e-mails, and student writing focusing on the September 11 catastrophe has been added to the Library's Local

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History Collection. Individuals of all ages participated in documenting their feelings immediately after the events of that tragic day. Franklin Lakes lost several individuals in the World Trade Center attack and some residents working in the area had close calls, or lost friends in the collapse of the buildings.

Christine Jochem, the Department Head of Local History at The Morristown & Morris Township Library has announced that their repository has just added one of the most important gifts ever received to its growing collection of New Jersey artists and illustrators. Through the generosity of Henry M. Reed, the Local History Department now holds the most important collection in the country of rare and first-edition books illustrated by Arthur Burdett Frost (1851–1928). Frost is known for both his realistic sporting scenes and the characters in his book illustrations. Frost illustrated books for authors such as Lewis Carroll, Charles Dickens, Will Carlton and Frank Stockton. But he is perhaps best remembered for his charming and timeless renderings of Brer Rabbit and other characters from Joel Chandler Harris' Uncle Remus books. This is a gift that will enrich the community for generations to come.

Congratulations to Betty Steckman who just retired from the New Jersey State Library. Betty has been a long time friend of historical issues and archival endeavors in the Garden State. The New Jersey Caucus and the archival community at large will sorely miss her good will, humor, and professional expertise.

Congratulations to Mary Ellen Rogan, New Jersey Caucus member who was awarded the Bertha Franklin Feder Award by the New York Public Library in December 2002. Rogan was recognized "for working consistently to promote the adoption and development of the best archival practices and processing standards for primary resource materials." The award is presented yearly to two professional staff members: one from the Research Libraries and the other from the Branch Libraries. Mary Ellen was the Research Libraries award winner this year.

The Morris County Heritage Commission has just published the second edition of *Slave Records of Morris County New Jersey: 1756–1841*, compiled and edited by the Commission's archivist, David Mitros, with a preface by Giles R. Wright of the New Jersey Historical Commission. Scholars have praised the second edition, which features many previously unpublished records and original text by the editor, as an important contribution to the study of slavery in New Jersey. The publication of *Slave Records* was made possible through a grant from the New Jersey Historical Commission. The book is available from the Heritage Commission and from local bookstores at a cost of $10.50. For further information on this and other Heritage Commission publications call (973) 829-8117 or (973) 631-5455.

The next Middletown Township Historical Society meetings will be held on March 17, April 21, May 19, and June 16—all meetings are held on Monday evenings at 8:00 p.m. at the MacLeod-Rice House, Croydon Hall, at the intersection of Leonardville Road and Chamone Avenue in the Leonardo section of Middletown. Light refreshments will be served. All are welcome to attend and please bring a friend.

In the past year, the Middletown Township Historical Society made great strides in reorganizing its library and collections. The society concluded its exhibit "The History of Sports in Middletown," and is organizing another to coincide with the 225th Anniversary of the Battle of Monmouth. It is scheduled to open in April 2003.

To be included on the Society's e-mail announcement list, or if you have any questions about or would like to join the Society, contact Laura Poll (middletownhist@earthlink.net).

The New Jersey MARAC Monitor (heretofore the weekly New Jersey Caucus newsletter) is now in its tenth month of publication. This e-journal provides members of the Caucus with information about events, workshops, job announcements, and other data about what is happening with regard to history in the Garden State. If anyone wishes to be included on the e-mail list, contact the Caucus Chair at: delozial@shu.edu. At the present time it is reported that the New Jersey Caucus has 117 on its membership rolls out of an overall figure of 922 regular members as of December 2002.

Caucus Representative
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New York

Schomburg Center Takes in Malcolm X Papers

The New York Public Library's Schomburg Center for Research in Black Culture in Harlem recently acquired many papers of Malcolm X, a prominent black voice in the civil rights movement of the 1960s. The collection contains hundreds of pages of documents covering 20 years of his life, including photographs and handwritten diaries. Malcolm X's daughters have put the records on deposit at the Schomburg Center for the next 75 years, while still retaining ownership. The center will make these records available sometime in 2004, after the center's staff has had time to arrange and describe the records. Malcolm X's family stored these papers in a storage locker in Florida, but when they fell behind on their rent payments the owner of the locker sold the entire contents of the locker at a blind auction in March of 2001. The person who won the bid, James Calhoun, later made an agreement with Malcolm X's family to return the records to them.

Archives Magazine Wins Award

New York Archives magazine has received the Gold Award for magazines from the judges of the Council

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for the Advancement and Support of Education (CASE) District II, the highest award in the magazine category. CASE will present the award to representatives of the New York State Archives at the end of January in New York City. This is the fourth award this magazine has received in only its second year of publication.

Bloomberg Administration Opens its Records

While the former Giuliani administration of New York City is continuing to address issues related to access to that mayor's papers, the administration of the current mayor, Michael R. Bloomberg, is making public information more easily accessible. This February, the mayor is expected to sign legislation requiring city agencies to post official reports and publications on the city's Web site within ten business days, which will make this the first time that a large state or municipality will require the Web-posting of its public records. The Department of Records and Information Services (DORIS) will manage the posting of these records, taking on the role of manager of electronic records in much the same way that it also manages paper records. The mayor has also announced that the city will Web cast all mayoral Blue Room events and City Council meetings.

Commemorating the 250th Anniversary of the French and Indian Wars

From 2003 until 2010, communities throughout the Northeast and Midwest will be celebrating the 250th anniversary of the French and Indian Wars, a conflict that helped shape the future politics and culture of New York, particularly along the Great Lakes. Old Fort Niagara, located in Youngstown, New York, will be an active member of a collaboration that will include historical sites and institutions from Canada, New York, Ohio, Pennsylvania, West Virginia, Maryland and Massachusetts. Many ideas are being discussed including TV documentaries, brochures, driving tours, school curriculum materials, historic signs and markers, related archeological excavations, a web site and more. You can contact Robert Emerson, Executive Director at Old Fort Niagara at (716) 745-7611 or e-mail:ofn@olffortniagara.org for more information.

Caucus Representative
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Pennsylvania

The Pennsylvania Historical and Museum Commission has received a $52,000 grant from the federal Save America's Treasures program to conserve 48 core documents of the Commonwealth of Pennsylvania now held by the State Archives. The original documents, dating from 1681 to 1878, include Pennsylvania's First and Second Frames of Government, the Penn-Baltimore Agreement of 1760 that led to the creation of the Mason-Dixon Line, original state constitutions, land deeds negotiated between William Penn and several Native American tribes, and the earliest known surveys of important towns. The documents will be treated at the Conservation Center for Art and Historic Artifacts in Philadelphia between 2002 and 2004. The Save America's Treasures program is a federal dollar match program to help conserve significant historic sites and collections.

Valerie Metzler reports that she has a new client for whom she is setting up an archive: The Stevens Mortuary, Inc. Based in Altoona, the mortuary has both business and family papers. Valerie continues to do oral histories, genealogical research, and is wrapping up at the Altoona Railroaders' Memorial Museum.

Caucus Representative
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Virginia

Former Governor and Library of Virginia Settle Dispute Over Records

The follwing is an excerpt from The Official Newsletter of the Library of Virginia. *Issue 154. November/December 2002. The complete article can be accessed at the Libray's Web site: www.lva.lib.va.us/whoweare/events/newsltr/Newsletter154.pdf.*

"Former Governor James S. Gilmore III and the Library of Virginia reached an agreement on November 18, 2002, on the transfer of records to the Library of Virginia, ending months of controversy.

"...As a result of the agreement, former Governor Gilmore transferred to the Library an additional 228 boxes of public records from his gubernatorial administration. Once the Library processes these records they will be made public in accordance with the agreement with the former Governor. In the final analysis, of the 250 boxes Governor Gilmore held, he retains only 14 boxes of personal or private documents that do not meet the definition of public record.

"...Among the recently turned over records are files on the state's response to the events of 9–11 and Gilmore's signature legislative program, the car tax repeal. It is anticipated that the processing of these records will be complete by January 2004."

Events at the Library of Virginia

Monday, April 7, 2003–Saturday, July 5, 2003. *The Washington Monument.* Place: Lobby. A free exhibition covering the planning, construction and history of Virginia's Washington Monument in Capitol Square in downtown Richmond.

Friday, March 7, 2003–Monday, March 31, 2003. *Don't Grieve After Me.* Place: Second Floor Landing. A free traveling exhibit from the Virginia Foundation for the Humanities and Public Policy featuring more than 100 archival photographs in a narrative that explores a number of themes in African American history.

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Monday, March 31, 2003–Saturday, August 30, 2003. *Exploring The West By Book With Lewis and Clark.* Place: Café Cases. A free exhibition highlighting the exploration of the West and the Lewis and Clark Expedition through books and manuscripts of the period.

Friday, March 21, 2003. *A Murder in Virginia: Southern Justice on Trial.* Time: Noon. Place: Conference Rooms. Suzanne Lebsock, winner of the Bancroft Prize for The Free Women of Petersburg, will discuss her new book, *A Murder in Virginia: Southern Justice on Trial.* The sensational 1895 case in Lunenburg County, on which the book is based, involved a white woman murdered with an ax, a young black farmhand and three black women. A book signing will follow.

Information on other lectures and events at the Library of Virginia may be found at: www.lva.lib.va.us/whoweare/events/events_cal.asp.

Events at the Museum of the Confederacy and the Library of Virginia
March 13, 19 & 26, 2003.
The Library of Virginia and the Museum of the Confederacy sponsor the lecture series, *"The War Hits Home: Confederate Society At War."* Lectures in the series are held at the Library of Virginia. Please note: Reservations are required and there is an admission fee. For more information, please see the web site of the Museum of the Confederacy (www.moc.org) or the Library of Virginia (www.lva.lib.va.us) for more information. The lectures in the series are as follows:

"The War Hits Home: The Civil War in Eastern Virginia," Thursday, March 13, 5:30 p.m.
Dr. Brian Steel Wills, Associate Professor of History at the University of Virginia at Wise will describe the multifaceted impact of war on the community of Suffolk, drawing from his latest book *The War Hits Home: The Civil War in Southeastern Virginia.*

"Arsenals of the Confederacy: Atlanta and Richmond" Wednesday, March 19, 5:30 p.m. Dr. Mary DeCredico, chairman of the Department of History at the U.S. Naval Academy and author of *Patriotism for Profit: Georgia's Urban Entrepreneurs and the Confederate War Effort,* will compare the mobilization for war in two vital industrial and strategic Southern cities.

"The Great Emancipator?" A Discussion about Abraham Lincoln and Emancipation. Wednesday, March 26, 5:30 p.m. Dr. William C. Harris, Professor of History at North Carolina University and author of numerous books on Lincoln and Professor Thomas DiLorenzo, Professor of Economics at Loyola College and author of *The Real Lincoln* will consider various questions associated with the Proclamation.

University of Virginia Health Sciences Library
A new exhibit, "'Bring Back Your Party Safe': Medicine and Health on the Lewis and Clark Expedition," will open on January 29, 2003, in the University of Virginia Health Sciences Library. The exhibit will be on display in the Library's foyer through June 30, 2003. A companion web exhibit is coming soon at www.med.virginia.edu/hs-library/historical/exhibits.html.

The 2002/2003 History of the Health Sciences Lecture Series, sponsored by the Health Sciences Library continues with the following lecture. For more information about the History of the Health Sciences Lecture Series see www.med.virginia.edu/hs-library/historical/lectures.html.

Wednesday, 26 March 2003, 5:00 to 6:00 p.m. Duane J. Osheim, PhD, Professor, Corcoran Department of History, University of Virginia, delivers the Seventh Annual Kenneth R. Crispell Memorial History Lecture: "Identifying Diseases in the Past: Chroniclers and the Black Death."

The Health Sciences Library demonstrated the "Philip S. Hench Walter Reed Yellow Fever Collection Digitization Project and Web Site" (yellowfever.lib.virginia.edu) on February 27, 2003, at the Web-Wise 2003 Conference in Washington, DC. Competition for the handful of demonstration slots at the conference, sponsored by the Institute for Museum and Library Services (IMLS), was fierce.

Other News
Beth Harris' article "Hollins University" has been accepted for publication in the Encyclopedia of State and Local Women's History to be published by Grolier Academic in Fall 2002.

"The Red Barn", a 1928 N.C. Wyeth oil on canvas was recently returned to Virginia Tech's Special Collections after having been displayed at the Art Museum of Western Virginia in Roanoke. The painting, a beautiful example of Wyeth's early work, was also exhibited at the Brandywine Museum in Chadds Ford, Pennsylvania. Special welcomes visitors to view the painting, displayed in Newman Library's first floor lobby.

A workshop co-sponsored by the Virginia Association of Museums (VAM) and the Virginia Caucus of the Mid-Atlantic Regional Archives Conference (MARAC) was held March 2 at The Homestead in conjunction with the 2003 VAM Conference. Speakers: Jennifer Gunter, Coordinator, Special Collections, University Libraries, Virginia Tech; Kathryn N. Morgan, Associate Director for Special Collections, The Albert and Shirley Small Special Collections Library, University of Virginia. Topics addressed included the durability and permanence of paper, the effects of inks, pencil, and fasteners, and storage of materials, including foldering materials, making boxes, and deciding which housing is most appropriate.

SEE STATE AND LOCAL NEWS ON PAGE 17

Preservation News

Upcoming Events

June 5–10

American Institute for Conservation (AIC) Annual Meeting, Arlington, Virginia, Crystal Gateway Marriott Hotel. For more information, see: aic.stanford.edu/conf or call (202) 452-9545.

July 24–26

Audio Preservation Symposium, Austin, Texas. "Sound Savings" will feature talks by experts in the field of audio preservation on topics ranging from assessing preservation needs of audio collections to creating, preserving, and making publicly available digitally reformatted audio recordings. For more information see: www.ischool.utexas.edu/~soundsavings.

Publications

The State of Preservation Programs in American College and Research Libraries: Building a Common Understanding and Action Agenda, by Anne R. Kenney and Deirdre C. Stam (Washington: Council on Library and Information Resources, 12/02, 56 pp. $20). With funding from the Institute for Museum and Library Services, the Council on Library and Information Resources, the Association of Research Libraries (ARL), the University Libraries Group, and the Regional Alliance for Preservation conducted a joint study in 2001 to examine the state of preservation programs in American academic libraries. In Phase I of this project, statistical information and other quantitative data relevant to preservation activity were collected in a survey of 116 libraries. Phase II focused on qualitative data to complement the gathered statistical data. Qualitative data were gathered by means of 20 site visits to institutions that represented the three surveyed groups in addition to ARL. An online version of the publication may be found at: www.clir.org/pubs/abstract/pub111abst.html. A hard copy may be ordered by contacting CLIR at 1755 Massachusetts Ave., NW, Suite 500, Washington, DC 20036, (202) 939-4750, info@clir.org.

Copyright Issues Relevant to the Creation of a Digital Archive, by June M. Besek (Washington: Council on Library and Information Resources, 12/02, 1/03, 21 pp. $15). This paper provides an overview of copyright rights and exceptions and highlights issues potentially involved in the creation of a nonprofit digital archive. The purpose of an archive, its subject matter, the manner in which it will acquire copies, as well as who will have access to the archive, from where, and under what conditions, are all factors critical to determining the copyright implications for works to be included in it. The goal of this paper is to provide basic information about the copyright law for those developing such an archive so that they can recognize areas affected by copyright and plan accordingly. An online version of the publication may be found at: www.clir.org/pubs/abstract/pub112abst.html. A hard copy may be ordered by contacting CLIR at 1755 Massachusetts Ave., NW, Suite 500, Washington, DC 20036, (202) 939-4750, info@clir.org.

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While the National Portrait Gallery in Washington is closed for renovation, thirty-three of its most important portraits of Virginians have come to the Virginia Historical Society for an extended stay. "Virginia Treasures of the National Portrait Gallery" will run through August 2003. Among the works are paintings of Arthur Ashe and Richard Henry Lee, sculptures of Sam Houston and Booker T. Washington, prints of Thomas Jefferson and Pat Robertson, and vintage photographs of Ella Fitzgerald and Stonewall Jackson.

Caucus Representative
Laura Drake can be reached at (804) 236-3713 or ldrake@lva.lib.va.us

West Virginia

The West Virginia and Regional History Collection recently completed their relocation to newly renovated space on the 6th floor of the Downtown Library Complex on West Virginia University's downtown campus. The Collection had been housed in Colson Hall, the former law school across the street from the Wise Library, since 1980. The Collection began in 1933 as the Division of Documents, and was renamed the West Virginia Collection in 1950 when a room was created in the Wise Library to pull all the materials together in one location. With its expanding collecting interest in the surrounding region, the name changed in 1980 to the West Virginia and Regional History Collection. The collection of books, photographs, periodicals, oral histories, recordings of folk music, broadsides, maps, pamphlets, newspapers, and manuscripts relating to the state of West Virginia and surrounding regions is considered one of the leading regional repositories in the nation.

Caucus Representative
Debra Basham can be reached at (304) 558-0230 ext. 702 Debra.Basham@wvculture.org

Digitization for Cultural and Heritage Professionals

The School of Information and Library Science at the University of North Carolina, Chapel Hill, in conjunction with the Humanities Advanced Technology and Information Institute, University of Glasgow, and Rice University's Fondren Library is pleased to announce the fourth Digitization for Cultural and Heritage Professionals course, May 11th–May 16th, 2003. The course ran at Rice University, Houston in 2000 and 2001 and at UNC-Chapel Hill in March of 2002.

Full information, course details, and an online registration form can be found on the SILS web pages at: www.ils.unc.edu/DCHP.

The one-week intensive course will consist of lectures; seminars; lab-based practicals (offering both guided tuition, as well as an opportunity for individual practice) and visits to the UNC and Duke University libraries.

The teaching team includes Drs. Seamus Ross and Ian Anderson from Glasgow, Dr. Helen Tibbo from UNC-CH, Dr. Lisa Spiro from Rice University, Dr. Paul Conway from Duke University, and Steven Weiss, head of UNC-CH's Southern Folklife Collection.

Enrollment is limited on the course, so please register early to confirm a place.

COSTS, REGISTRATION, AND DEADLINES: Course Fees (including study materials, mid-morning coffee, lunch, and afternoon tea breaks, not including accommodation):

• Advanced booking price: $675 (if a place is booked and the course fees are paid by March 1, 2003).

• Normal price: $775 (if a place is booked and the course fees are paid after March 1, 2003)

Please use the web page to register online at: www.ils.unc.edu/DCHP. For registration questions, contact:

Ms. Ann Lambson
School of Information and Library Science
Manning Hall CB#3360
University of North Carolina at Chapel Hill
Chapel Hill, NC 27599-3360
Phone: 919.963.8366
Fax: 919.962.8071
lambson@email.unc.edu

For course content questions, contact:

Dr. Helen R. Tibbo
School of Information and Library Science
Manning Hall CB#3360
University of North Carolina at Chapel Hill
Chapel Hill, NC 27599-3360
Phone: 919.962.8063
Fax: 919.962.8071
Tibbo@ils.unc.edu

On to Gettysburg in the Fall!

Battlefields, churches, ghosts, culture, history, education, shopping, wining, dining, entertainment…Gettysburg has it all! Accustomed for the past century and a half to dealing with hordes of invaders of many persuasions, Gettysburg has never lost its small-town charm. Soldiers coming to do battle, students arriving to learn, tourists seeking the experience of the past: Gettysburg has conquered one and all. And from October 30 to November 1, 2003, Gettysburg will play host to those MARAC members who have the good fortune to avail themselves of its delights.

The theme of the conference is, appropriately, "Turning Points." The conference will be held in the Best Western Gettysburg Hotel (located in the heart of downtown G-burg), a lovely and historic establishment that has extended its hospitality for over two centuries to such luminaries as President and Mrs. Dwight D. Eisenhower, Carl Sandburg, Henry Ford, General Ulysses S. Grant and Daniel Webster. In addition, two tours are currently in the planning stages: a Ghosts of Gettysburg walking tour on Thursday evening, and a Saturday battlefield bus tour. The Local Arrangements Committee hopes that MARAC attendees will be able to plan some time to soak up the local history and enjoy a truly unique experience.

The reception Friday night will be held at the Eisenhower National Historic Site on the outskirts of the town, where Ike and Mamie retired in bucolic splendor in their made-to-order home. Tours will be conducted during the reception, and a tour of the home is not to be missed.

Remember to register and reserve your room early! The number of hotel rooms is limited, but a there are several nearby hotels, motels, and bed and breakfast accommodations. Some websites to view to enhance your Gettysburg experience:

www.gettysburg.com
The official website of the Gettysburg Convention and Visitors Bureau, this website provides links to battlefield sites, local history, events, activities, restaurants, shopping guides, and accommodations.
www.gettysburg-hotel.com
The website of the Gettysburg Hotel.
www.nps.gov/eise/home.htm
The Eisenhower Home's website with a virtual tour (it bills itself as a tour for kids, but don't let that discourage you from taking it yourself!).

While preparing for Trenton in the spring, plan on Gettysburg in the fall, for a never-to-be-forgotten conference!

The Modern Archives Institute

One MARAC Member's Experience

This article was submitted by Michael Lear, winner of the Winter 2003 Leonard Rapport Modern Archives Institute Scholarship. Mr. Lear attended the Institute this January.

Recently, I attended the 93rd Modern Archives Institute sponsored by the National Archives and Records Administration and the Library of Congress. I had the good fortune of participating in the Institute with the generous assistance of both my institution and MARAC who awarded me the January 2003 Leonard Rapport Modern Archives Institute Scholarship, which covered the entire $650.00 tuition. Not only was receiving the scholarship an honor, but so was participating in the oldest continually running archival education program in the United States. Dating back to 1945, the Modern Archives Institute was originally a college-based seminar and internship. Over the years it has evolved into a continuing education program open to those already in the profession, who have not already received formal instruction. The intensive two-week program benefits a large group of people who need it the most; working adults like myself.

I wanted to attend the Institute for several reasons. While my background is in history, I never had any training in archival science. While I had some practical "on-the-job training" and had learned a lot on my own, I felt I needed some formal instruction that would provide me with new knowledge and ideas. In addition, the program was highly recommended by colleagues who participated in the Institute in the past, and by reputation since the National Archives is recognized as a leader in the field. From my perspective, attending the Modern Archives Institute would be ideal.

Setting the tone for the Institute was the first speaker, David Gracy, Professor in Archives Enterprise at the University of Texas, Austin. His energetic, inspiring, evangelical style engaged the audience and instilled us with the importance of archives and the profession (with which we all agreed, of course). All subsequent speakers equaled his knowledge and love of their profession and provided clear presentations and practical suggestions in their areas of expertise. The program provided a firm foundation in all aspects of archival theory and practice. Topics presented included: acquisition, appraisal, records management, preservation, public programs, reference services, non-textual media (cartographic, photographic, electronic, audio-visual), law, ethics, arrangement and description and grant writing. For me, among the most enjoyable and useful aspects of the Institute were the hands-on workshops that supplemented some of the lectures. One of the best was the workshop where the principles of arrangement and description were demonstrated. In this workshop, participants had the opportunity to "arrange and describe" some of the National Archives' collections in various exercises.

Supplementing the presentations was a generous supply of readings. Each participant was provided with handouts and copies of standard literature on archival theory, including seven titles in the very useful SAA Fundamentals series. In addition to lectures, there were behind-the-scenes tours of the facilities of the National Archives and the Library of Congress. These tours gave us an impressive glimpse of the collections, preservation and storage methods and the daily operations of these internationally recognized institutions.

As Institute director Mary Rephlo stated, "I think you'll meet a lot of nice people in a field filled with nice people." This was certainly true, not only of the presenters, but of my fellow 35 participants as well. The people who attended the Institute were friendly and very diverse, geographically, ethnically, and in their educational backgrounds. There were sisters from religious orders, Native-Americans from tribal organizations, persons representing colleges, universities, military history centers, historical and cultural organizations, businesses, foundations and social service organizations. People came from Alaska, Alabama, California, Texas, Missouri, Oklahoma, Washington state, the Northeast and even Barbados. Approximately one-third of the participants were librarians who possessed MLS degrees. Another one-third had MA degrees in history or a related field. The rest had some other educational background.

Attending the Modern Archives Institute has benefited me in many ways. I learned and re-learned a lot. It has given me renewed confidence in my abilities. It has confirmed some of my practices and has corrected others. Participating in the Institute has allowed me to better articulate what I do, has given me new ideas to pursue, and reminded me of projects I had forgotten about. (In fact, I am currently working on a list of 50 ideas and tasks, gathered from attending the program.) I think that the Modern Archives Institute was a tremendous value for the amount and quality of instruction received and the great people I met there. I would highly recommend the Modern Archives Institute for anyone who works in the field without the benefit of formal training.

Michael Lear
Shadek-Fackenthal Library
Franklin and Marshall College

Job Opening: Central Michigan University

PUBLIC SERVICES LIBRARIAN

Established in 1892, Central Michigan University has a growing enrollment of 28,159 students, including 19,380 students on the university's main campus. Recently classified by the Carnegie Foundation as a doctoral/research-intensive university, CMU is recognized for strong undergraduate education and a range of focused graduate and research programs.

POSITION DESCRIPTION: The Clarke Historical Library, a special collections library at Central Michigan University (CMU) specializing in Michigan history, CMU history, Native Americans, other Michigan related topics and children's literature, seeks qualified applicants for the position of Public Services Librarian. This is a tenure-track, faculty position. The successful candidate will be an enthusiastic, service-oriented librarian dedicated to the provision of outstanding reference and research service and committed to the development of electronic as well as print collections. Principal responsibilities include: all aspects of reference and research services, providing library instruction and outreach, bibliographic duties, collection development, and supervision of the reading room.

MINIMUM QUALIFICATIONS: MLS from an ALA accredited program. Evidence of potential for earning tenure/promotion as a library faculty member. Evidence of teaching ability/potential. Knowledge of a wide variety of relevant electronic and print reference resources. Excellent communication and interpersonal skills as well as enthusiasm for service excellence. Ability to work independently and cooperatively. Potential for professional leadership.

PREFERRED QUALIFICATIONS: Professional experience in special collections libraries. Reference experience. Expertise in history, especially Michigan history, and also in children's literature. Experience with web page content development and technology-based instruction. Supervisory, collection development, and exhibit preparation experience. Additional graduate degree in field related to position.

Salary commensurate with qualifications, minimum $45,140. Excellent fringe benefits.

Submit letter of application addressing qualifications for the position, resume, and names, titles, addresses, and telephone numbers of at least three professional references. Mail letter of application to:

Chairperson
Public Services Librarian Search Committee
407 Park Library
Central Michigan University
Mt. Pleasant, MI 48859

Review of applications begins February 24, 2003. Applications for this position will be accepted until the position is filled.

CMU, an AA/EO institution, strongly and actively strives to increase diversity within its community (see http://www.cmich.edu/aaeo/).

The People Have Spoken!

Results of the Ballot for the Proposed Amendment to the MARAC Constitution

On November 7, a special ballot was mailed to MARAC members asking them to vote on a proposal to amend Article 6 of the MARAC constitution to read: "The Conference *may* hold up to two (2) meetings a year for the purposes of providing a program of interest to members and to transact business." A letter accompanied the ballot which explained the process and summarized the discussion of the proposal that took place at the Fall Business Meeting in Poughkeepsie. Additional information about the proposal appeared in the Fall 2002 issue of the *Mid-Atlantic Archivist* (volume 31, no.4, page 18).

On January 3, an ad hoc committee comprised of Lauren Brown, Jeff Flannery, and Kristine Kaske met to count the ballots. The results are as follows:

Yes—216 No—305

The proposed amendment was defeated by a 58.5% to 41.5% margin, and the 521 members voting represented more than a 50% return. Thanks to Kristine Kaske and Lauren Brown, for their able assistance in the counting of the ballots, and to everyone who participated in the process.

Jeffrey M. Flannery
Chair

Treasurer's Report, Fiscal Year 2002–2003

October 1, 2002–December 31, 2002

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	% of Budget
REVENUE AND SUPPORT							
Membership Dues	$38,000.00	$7,814.00	$0.00	$0.00	$0.00	$7,814.00	21%
Publications Sales	$450.00	$54.00	$0.00	$0.00	$0.00	$54.00	12%
Pub. Advertising	$850.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Bank Interest	$3,400.00	$144.73	$0.00	$0.00	$0.00	$144.73	4%
Conferences	$10,000.00	$29,359.55	$0.00	$0.00	$0.00	$29,359.55	294%
Mailing List Sales	$100.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Contributions	$6,000.00	$239.00	$0.00	$0.00	$0.00	$239.00	4%
Miscellaneous	$200.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Total Revenue - Support	$59,000.00	$37,611.28	$0.00	$0.00	$0.00	$37,611.28	
EXPENSES							
General	$1,170.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Administrator	$31,400.00	$5,673.57	$0.00	$0.00	$0.00	$5,673.57	18%
Treasurer	$730.00	$62.00	$0.00	$0.00	$0.00	$62.00	8%
State Caucuses	$700.00	$190.69	$0.00	$0.00	$0.00	$190.69	27%
Committees	$2,400.00	$74.35	$0.00	$0.00	$0.00	$74.35	3%
Publications	$17,600.00	$3,912.02	$0.00	$0.00	$0.00	$3,912.02	22%
Investments	$0.00	$15,000.00	$0.00	$0.00	$0.00	$15,000.00	0%
MARAC Archivist	$400.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Awards	$800.00	$300.00	$0.00	$0.00	$0.00	$300.00	38%
Conference Expenses	$0.00	$16,953.35	$0.00	$0.00	$0.00	$16,953.35	0%
MARAC Scholarship	$3,800.00	$1,582.87	$0.00	$0.00	$0.00	$1,582.87	42%
Miscellaneous	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Total Expenses	$59,000.00	$43,748.85	$0.00	$0.00	$0.00	$43,748.85	
NET INCOME or (LOSS)		($6,137.57)					

SUMMARY - FIRST QUARTER FY 2002–2003	
Opening Balance	$126,374.13
Income	$37,611.28
Expenses	($43,748.85)
Closing Balance	$120,236.56
Account Balances	
Checking:	$44,490.24
Monay Market:	$75,116.32
Total	$119,606.56

FUND	OPENING	CREDITS
Operating	$51,257.81	$37,227.55
Endowment	$16,116.32	$383.73
Reserve	$59,000.00	
Totals	$126,374.13	$37,611.28

The J. Glenn Beall Archives Opens at Frostburg State University

On October 16, 2002, the J. Glenn Beall Archives were officially opened to the public following a dedication ceremony in the Lewis J. Ort Library at Frostburg State University, Frostburg, Maryland. The Beall Archives, established through an endowment by Senator J. Glenn Beall, Jr. and his family, is the repository for three significant archival collections; The Research Collection of Senator J. Glenn Beall and Senator J. Glenn Beall, Jr., The George A. Meyers Collection, and the William Price Collection of Railroad Photography. The diversity of the collections—the papers of the only two U.S. Senators from Allegany County, a collection of material from the Communist Party, USA, and the works of a renowned railroad photographer—highlights the broad cultural heritage of Western Maryland.

The J. Glenn Beall Archives are located on the 4th floor of the Lewis J. Ort Library and are currently open to the public by appointment only. The hours of operation are from 8 a.m. to noon and 1 p.m. to 5 p.m., Monday through Friday. To make an appointment, contact the Archives by calling (301) 687-3114, or by e-mail at: beallarchives@frostburg.edu.

Nat DeBruin
Frostburg State University

Session Abstracts: Fall 2002

The following are selected abstracts of sessions held during the Fall 2002 NEA/MARAC joint meeting in Poughkeepsie, NY, Oct. 24–46, 2002.

Session 1: "Creating an Archives Web Page"

CHAIR: Daniel Sokolow, *North Shore—Long Island Jewish Health System*
SPEAKERS: Daniel Linke, *Princeton University;* **Kathren Toracca,** *Columbia University;* **Eliot Wilczek,** *Tufts University*

Eliot Wilczek discussed the elements needed for an effective web site, including a general description of holdings, hours of operation, policies and contact information. Repositories may want to include finding aids, digital collections, exhibits and interactive tools such as on-line reference forms. However, delivering content demands much front-end work: repositories should be realistic about what they can accomplish.

Daniel Linke spoke about lessons learned in designing Princeton's site. Archivists should be aware of the potential pitfalls in designing a repository site. Planning is essential. Deciding what your naming conventions and format will be *before* constructing a site is key. Know when to stop and be aware that you will always be updating—and don't forget to back up!

Kathren Torraca discussed what your web designer needs to know from you, the archivist. Be aware of what you are responsible for—the designer cannot provide content. Your ideas may be constrained by your parent institution's web policies. Realize that working with a designer must be a collaborative effort.

Session 2: "Should You Go Digital? Evaluating Your Archives for Potential Digital Collections"

Reported by Laura Katz Smith
CHAIR: Mary Anne Stets, *Curator of Photography and Director of Intellectual Property, Mystic Seaport Museum*
SPEAKERS: Nicole Bouché, *Head of Manuscript Unit, Beinecke Rare Book and Manuscript Library, Yale University;* **Susan Pyzynski,** *Librarian, Integrated Library System Development and Special Collections, Brandeis University Libraries;* **Robert Cox,** *Manuscripts Librarian, American Philosophical Society Library, Philadelphia, Pennsylvania*

Rob Cox discussed the PACSCL (Philadelphia Area Consortium of Special Collections Libraries) project in which consortium institutions converted finding aid documents into EAD files. He gave advice about outsourcing services, most particularly on technical aspects, as well as services that should be done in-house. He strongly advised the audience to learn EAD, and think realistically about their institution's priorities and limitations.

Susan Pyzynski discussed the pressures coming from her library's administration to provide round-the-clock access to the archival materials. She advised archivists to have clear, workable, and detailed goals prior to starting any project. Factors to be considered include determining why this collection is being digitized and how web access is going to be better than in-person access. Other factors to consider are preservation and access, outsourcing, metadata creation, delivery of digital product, staffing concerns, and how to keep from feeling overwhelmed. Susan's paper is available at: www.library.brandeis.edu/specialcollections/spcialevents/Oct2002talk.html.

Nicole Bouché stressed that the answer to the question "Should You Go Digital?" is a definite maybe. One factor to consider includes funding, although she emphasized that money alone will not make a successful project. She noted that if the basic needs of the collection—including organization, preservation, and access to original materials—have not been met, then that collection is not a good candidate for a digital collection. Questions that were asked for materials that were to be included in the Beinecke digital library included the following:

- Will the project have an impact on scholarly inquiry?
- Will the project provide an extension and enhancement of the public catalog?
- How will the project have an effect on the materials preservation and access?
- How will the project support teaching at Yale University?

Session 3: "Dog & Pony Shows"

Reported by Beth Carroll-Horrocks
CHAIR: Beth Carroll-Horrocks, *Harvard Theatre Collection* **SPEAKERS: Stacey Peeples,** *Archivist, Pennsylvania Hospital;* **Jim Moran,** *Director of Outreach, American Antiquarian Society*

Stacey Peeples talked about her role as historic tours coordinator, and how a new program for tours emerged from the 2001 celebration of the hospital's 250th anniversary. She described the training of new tour guides, and discussed the challenges of working in a public building.

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James David Moran affirmed Stacey's comments about the value of historic tours when given by trained guides. He focused on a volunteer docent program that he started last year, including the recruitment and training of docents and the use of docent tour cards, samples of which he passed around the audience. Both speakers emphasized that enthusiastic, flexible, and well-trained guides can be a great benefit to their institution.

Session 5: "Moving an Archives"

CHAIR: Janet Linde, *ACLU*
SPEAKERS: Paul Carnahan, *Vermont Historical Society;* **William Overton,** *William B. Meyer Library Relocation;* **Richard Wandel,** *Lesbian, Gay, Bisexual and Transgender Community Center National History Archive*

All three speakers emphasized the need for extensive planning before undertaking any move. Also important are detailed timelines and a clear chain of command. Make sure you know what the full range of expenses can be—delays may cost you money. Books and oversize material are more difficult to move than archival material housed in document and records storage boxes.

Paul Carnahan and Richard Wandel both mentioned that a move, while a nightmare, can also be an opportunity to integrate collections and make better use of space. For Wandel, the move of the Community Center gave him an opportunity to acquire Center records that people had been previously reluctant to give up.

Session 9: "Security in Archival Institutions"

CHAIR: Mimi Bowling, *Random House, Inc.*
SPEAKERS: Jennifer Evans, *Folger Shakespeare Library;* **Margaret Goodbody,** *DC Public Library;* **David Lowry,** *New York State Archives;* **Richard Strassberg,** *Cornell University*

Richard Strassberg spoke on the "12 questions" archivists should ask themselves about how secure their collections are. These include questions on personnel and hiring procedures; the nature of the collections; your repository's disaster plan; and policies and procedures relating to use of collections.

David Lowry discussed doing a "risk identification inventory" for your archives. This includes identifying site hazards (both natural and man-made); building hazards (interior and exterior); and risks to records through poor storage conditions and lax security. Archivists should establish a "disaster team" to coordinate response to disasters. Collections should be assessed for what is most valuable and/or important. You should always have disaster supplies on hand.

Jennifer Evans and Margaret Goodbody spoke on the particular security needs of special collections in public libraries. Here, archivists face a delicate balance between the public library ethos of making collections widely available with the need to safeguard materials for future users. In discussing changes made in access policies and physical arrangement at the Washingtoniana Collection of the DC Public Library, they stressed the need to have firm support from your library's administration as well as the necessity for compromises between stringent security and reasonable access. A survey they conducted of security and access arrangements in public libraries' special collections departments was helpful in gaining their administration's support.

Session 11: "Maritime History Manuscripts"

Reported by Jane Ward
CHAIR: Jane Ward, *Peabody Essex Museum*
SPEAKERS: John Arrison, *Librarian/Archivist at the Penobscot Marine Museum;* **Leah Prescott,** *Manuscripts and Archives Librarian, G. W. Blunt White Library, Mystic Seaport*

Jane Ward noted that about two-thirds of the logbook collection at the Peabody Essex Museum has been extensively indexed by captain, owners, dates of voyage, ports of call, ships spoken, and content. The question now is whether each logbook will get its own MARC record and how the library will accomplish that with limited staff and money.

John Arrison began his presentation arguing against the session premise that maritime manuscript collections necessarily have "significantly different" descriptive requirements from those of most manuscript collections. He said that instead of the nature of the research that defined levels of descriptive requirements, it was the nature of the researcher, who is often not trained to work with manuscript collections, and the nature of the developer of the finding aid, who very often is a volunteer with overly detailed interests in the material. He also mentioned his efforts to improve manuscript collections description at Penobscot Marine Museum, giving credit to Mystic Seaport for their leadership role in providing standards and a maritime Thesaurus.

Leah Prescott followed with a demonstration of the kinds of maritime material that can be accessed at Mystic. All of the processed maritime collections have been cataloged in the online catalog; currently the library has a grant-funded position to put all the collection registers in EAD. The library's extensive logbook collection has all been cataloged by voyages, ports of call, and ships spoken. Also available

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through the museum's website are the New London custom house records, and the museum is currently involved in a nineteenth-century merchant marine digital library project. Included in this project will be a full digital run of American Lloyds.

Session 12: "Archival Education and the Job Search, Session Summary"

Reported by Tim Corlis

CHAIR: Jeannette Allis Bastian, *Director of Archives Management Program, Simmons College*

SPEAKERS: Philip B. Eppard, *Dean of the School of Information Science and Policy, University at Albany, SUNY;* **Peter J. Wosh,** *Director of the Archival Management Program, History Department, New York University*

Philip Eppard noted that many archives job candidates are also attracted to and successful as library reference staff. A willingness to relocate for a position and study and take on records management responsibilities can be very helpful in landing an archives job.

Peter Wosh pointed out the importance of internships and practical job experience. He emphasized that graduate school should be approached as a broad learning experience and not just a means to a "union card" for employment. Employers want graduates to think critically and have contemporary skills, especially computer skills.

The speakers urged graduates not to be detoured by complicated job announcements. They suggested candidates apply and tailor their cover letters to address their strengths regarding aspects of the job description. They advised that job interviews should be a two way street in which the candidate also learns about the job. The speakers recommended students get involved with professional organizations to gain networking contacts, professional education, and a sense of the profession. All speakers agreed that certification can be useful, but is not essential for most employers.

Session 13: "Documenting the Environmental Movement"

Reported by Elizabeth Slomba

CHAIR: Geoffrey P. Williams, *University Archivist and Campus Records Officer, M.E. Grenader Department of Special Collections, University at Albany, SUNY*

SPEAKERS: Brian Keough, *Head, M.E. Grenander Department of Special Collections and Archives, University at Albany, SUNY;* **Kim Jarvis, Ph.D.,** *Department of History, University of New Hampshire;* **John Suter,** *Coordinator, New York Heritage Documentation Project, New York State Archives*

John Suter described how the New York State Archives devised a document plan to collect materials relating to the environmental movement. They created their plan by commissioning an environmental history, identifying need, contacting stakeholders and targeting areas of particular interest and importance. As a result of this plan, collecting evironmental papers became a priority in the overall document plan for state history.

Brian Keough discussed how SUNY-Albany implemented a regional documentation plan for collecting environmental collections. SUNY-Albany had been successful in implementing earlier documentation projects and drew on this experience in developing their plan. Keough discussed the effectiveness of their plan and gave advice about collecting environmental papers.

Kim Jarvis discussed her research in the Society for the Preservation of New Hampshire Forests papers at the University of New Hampshire and described how materials located in the collection affected the course of her work. She also mentioned how she used materials from a variety of collections to teach college students about a particular environmental movement in New Hampshire.

Session 14: "Fire Detection and Suppression in Cultural Institution

Reported by Virgilia Rawnsley

CHAIR: Virgilia Rawnsley, *Preservation Services Office, Conservation Center for Art and Historic Artifacts*

SPEAKERS: Nick Artim, *Director, Fire Safety Network;* **Peter Nardelli,** *Eastern Regional Sales Manager, Kidde Fire Systems*

Nick Artim gave an overview of the fire prevention, detection and suppression components of a comprehensive fire protection program. Because archival collections are sources of fuel, the need to eliminate the causes of a fire was stressed as was the need to have suppression systems in place to quickly extinguish a fire.

Peter Nardelli explained the use of FM-200, a gaseous fire extinguishing agent as well as the advantages of a continuous air sampling fire detection system. Lance Harry, representing the Great Lakes Chemical Company that manufactures FM-200, talked about tests that the company is conducting to see how various types of materials react when exposed to the FM-200 agent. He will share the results with the cultural community, so keep watch.

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Session 15: "Web Design for Digital Collections"

Reported by Laura Katz Smith

CHAIR: Stephen Yearl, *Digital Resources and Systems Archivist, Manuscripts and Archives, Yale University*

SPEAKERS: Eleanor Brown, *Technical and Digital Services Archivist, Rare and Manuscript Collections, Carl A. Kroch Library, Cornell University;* **Peter Nelson,** *Assistant Archivist, Amherst College Archives and Special Collections*

Eleanor Brown emphasized that archivists should consider their institutional mandate, and ask themselves why they are digitizing certain resources and who will use the website. Archivists should assume that the website will draw constituencies who may not be technologically advanced. She also discussed maintaining the integrity of the actual item by not manipulating the original, how best to organize a website, best ways to navigate through a website, and how to act as your own webmaster. Archivists need to be concerned with accessibility by knowing standards for alternative tags for graphics and Americans with Disabilities Act (ADA) compliance. She recommends running the website through "Bobby" (at: bobby.watchfire.com) to test the sites. Other points to consider include having a common look and feel to all the pages in the digital collection and a page with information about permissions and privacy. Eleanor's paper is available at: rmc.library.cornell.edu/online/MARAC.htm.

Peter Nelson, while unable to present his paper at the meeting, prepared a paper for the session that focused on "Making Usable Pages." He writes about the general principles of web design, facts about web users, page issues related to digital collections, and usability testing. A PowerPoint slideshow of Peter's paper is available at: www.amherst.edu/~panelson/nea02fall.

Women's Archives Information Wanted

The Women and Leadership Archives at Loyola University Chicago invites you to publicize your collections relating to women in the Mapping Women's Archives Project Directory that is available to potential donors and researchers on its website. To fill out an online submission form, to update an existing submission, or to view and search the *Directory*, please visit the following website: **www.luc.edu/orgs/gannon/archives/donordirectory.html.**

Academy of Certified Archivists

May 15 Deadline to apply for the 2003 archival certification examination.

June 1 Deadline to submit recertification petitions for the classes of 1990, 1993, 1997.

August 20 The 2003 archival certification examination will be given in Los Angeles, Philadelphia, Atlanta, St. Louis, Houston, and "You Pick Your Site" locations around the world.

August 22 Plan now to attend the annual luncheon and business meeting in Los Angeles.

ACA

The Academy will hold the examination at any location with five or more candidates. For more information, please visit our website.

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The Mid-Atlantic Archivist (MAA) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes interested individuals who live and work in Delaware, the District of Columbia, New Jersey, New York, Maryland, Pennsylvania, Virginia, and West Virginia. MARAC seeks to promote the professional welfare of its members; to effect cooperation among individuals concerned with the documentation of the human experience; to enhance the exchange of information among colleagues working in the immediate regional area; to improve the professional competence of archivists, curators of textual, audio-visual and related special research collections, and records managers; and to encourage professional involvement of those actively engaged in the acquisition, preservation, bibliographic control and use of all types of historical research materials.

Individual annual membership dues are $35. The dues year runs from October 1 through September 30. Membership is not open to institutions, but institutions may purchase subscriptions to *MAA* at $35 per year.

Membership applications should be addressed to: MARAC, 8233 Old Courthouse Road, Suite 210, Vienna VA 22182; (703) 556-4905; fax: (703) 556-9301; **clamoureux@kimbal.com.**

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Deadlines are February 15, June 1, August 15 and December 1.

Advertising rates and requirements may be obtained from Susan Aprill, Brooklyn Collection, Brooklyn Public Library, Grand Army Plaza, Brooklyn NY 11238; (718) 230-2778; **s.aprill@brooklynpubliclibrary.org.**